

Performing Arts Center Board Minutes 09/11/2008

SIMSBURY PERFORMING ARTS CENTER BOARD
SEPTEMBER 11, 2008
REGULAR MEETING

1. CALL TO ORDER

David Ryan called the regular meeting of the Simsbury Performing Arts Center Board to order at 7:35 a.m. at Room 103, Simsbury Town Hall. In addition to Mr. Ryan, the following members were present: Leo Collins, Adam Sharaf, Janet Goman and Ken Mason. Also in attendance were Jerry Toner, Director of Parks & Recreation, Keith Distel, Venue Manager, Mary Glassman, First Selectman, and Bob Hensley, BOS liaison to the Simsbury Performing Arts Center Board

2. APPROVAL OF MINUTES OF JULY 10 and AUG 14 MEETINGS

Approval of the minutes was deferred.

3. PROPOSED POLICIES DISCUSSION AND ACTIONS

The Board agreed that a statement of purpose should precede the policies that were proposed by David Ryan.

A motion was made by Leo Collins that the Board approve the following statement of purpose:

The Performing Arts Center at Simsbury Meadows is an entertainment facility built to enhance the quality of life in Simsbury.

The motion was unanimously approved.

The Board discussed establishment of a set of policies that are needed to guide us forward. Other additions, extensions and amendments will be made from time-to-time as the need is recognized by this Board.

A motion was made by Ken Mason to adopt the policies that were placed on the meeting's agenda, and set forth below:

- (1) The Entertainment Season is June 15th to September 15th.
- (2) Booking Priority during the Entertainment Season
 - a. The Talcott Mountain Music Festival
 - b. Entertainment Events
 - c. Other Public Gathering Events
- (3) Other Public Gathering Events Desiring a Date Within the Entertainment Season Will Not Be Given a Confirmed Date Until After March 31st .
- (4) The Performing Arts Center at Simsbury Meadows Operates on a Positive Cash Flow Basis.

The motion was approved unanimously.

4. KEITH DISTEL'S FINAL REPORT ON THE 2008 SEASON

Keith Distel presented his Report on his Contract Performance for the 2008 Season. In summary, as requested by the Task Force, this year's season ran smoothly and successfully. There were many improvements in operations. The concert attendance was 27,000 for the summer. The final figures are not yet available, but the PAC at SM essentially broke even for the season. The hoped-for extra entertainment dates were not booked because it was too late in the booking season.

In accordance with his contract, Keith presented a draft 2009 operating plan for our consideration. The 2009 Season Plan will be taken up at a later meeting.

5. POSSIBLE SPECIAL MEETING 2009 MANAGEMENT RFP

At Special Meeting will be called for 5:30 PM on September 25th in Simsbury Town Hall for the Board to discuss, and to act on, a Management RFP, or Management Contract, for the 2009 Season, beginning October 1, 2008. Keith Distel promised to prepare a proposal for his services for the period October 1, 2008 to September 30, 2009.

In subsequent discussion the Board debated the establishment of a fiscal year for reporting and management contract renewal.

Adam Sharaf moved that the Performing Arts Center at Simsbury Meadows establish a fiscal year that begins on October 1 and ends on September 30.

The motion carried unanimously.

6. 2009 BOOKING PRIORITY

We would like to set a window within the Entertainment Season for the TMMF, then begin searching for other entertainment dates within the Entertainment Season.

There are two events that are outside of the Entertainment Season whose organizers have requested date reservations. These are the HARC Walk on Iron Horse on May 17, 2009 and the Calhoun Ride on June 7, 2009. The HARC Walk does not use the PAC at SM, but we will put it on our schedule so that we do not book a conflicting event on that date. We recommend that the

BOS grant the HARC request.

The Calhoun Ride has, in the past, made extensive use of the PAC at SM facilities. Therefore, we will request that the Calhoun Ride organizers pay for the use of the facility in addition to any Public Safety costs of the Town. Based upon our current data, the cost for operating the PAC at SM for a day is estimated to be \$3,500.

Leo Collins moved that the Simsbury Performing Arts Board recommend that the Board of Selectmen accept the request for the Calhoun Ride for June 7, 2009 with the provision that the Calhoun Ride accept the responsibility to pay up to \$3,500 for the PAC at SM costs, in addition to any Simsbury Public Safety charges.

After discussion, the motion passed unanimously.

The Board discussed the need to allocate a date for the Simsbury High School graduation. That date is outside the Entertainment Season, and, because of snow days, it isn't normally decided until early April. We must ask the management to keep open the expected graduation date, with the flexibility to shift it if needed.

7. ADJOURNMENT

Mr. Collins moved to adjourn at approximately 8:55 a.m. The motion carried unanimously.

David Ryan,
Chairman